

July 10, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 23-58

The California Department of Social Services will be further updating the CalFresh Data Dashboard to make available more data elements related to students receiving CalFresh. This letter provides detailed information regarding the data elements that will be added and the data review process for County Welfare Departments.



KIM JOHNSON
DIRECTOR

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GAVIN NEWSOM
GOVERNOR

July 10, 2023

ALL COUNTY LETTER NO. 23-58

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH COORDINATORS
ALL CALFRESH PROGRAM SPECIALISTS
ALL CONSORTIA REPRESENTATIVES

SUBJECT: STUDENT DATA UPDATES TO THE CALFRESH DATA
DASHBOARD

REFERENCE: [SENATE BILL \(SB\) 187](#); [WELFARE AND INSTITUTIONS CODE \(WIC\) SECTION 18928.5](#); [ALL COUNTY WELFARE DIRECTORS LETTER \(ACWDL\) DATED JUNE 11, 2019: CALFRESH DATA DASHBOARD UPGRADES, EXPANSION AND NEW PROCESSES](#); [ALL COUNTY LETTER \(ACL\) 20-01](#)

The California Department of Social Services (CDSS) will be updating the [CalFresh Data Dashboard](#) (Dashboard) to make available more data elements related to CalFresh students. These additional data elements further support the data-driven continuous improvement efforts of the CDSS in the delivery of CalFresh food and nutrition services to the people of California.

BACKGROUND

Since 2014, the Dashboard has publicly displayed state and county-level monthly and annual CalFresh caseload numbers, timeliness and accuracy rates, churn measurements, dual-program participation rates, demographic data, and the annual program reach index. [Senate Bill \(SB\) 187](#) added the [Welfare and Institutions Code \(WIC\) Section 18928.5](#) to direct the CDSS to integrate college student data into the existing Dashboard to reflect student-relevant data no later than January 1, 2024.

This letter follows “[All County Welfare Directors Letter \(ACWDL\): CalFresh Data Dashboard Upgrades, Expansion and New Processes](#),” dated June 11, 2019, that provided initial information on upgrades to the Dashboard.

Subsequently, CDSS issued [All County Letter \(ACL\) 20-01](#), dated January 7, 2020, that provided details regarding the collection, review, and dissemination of CalFresh data specific to the expansion of CalFresh. Since then, the Dashboard has been upgraded and expanded to include data elements related to the expansion of CalFresh to SSI recipients, including Statewide Automated Welfare System (SAWS), Electronic Benefit Transfer, and outreach data elements. Additionally, new pilot processes for SAWS data extraction, in lieu of the submission of traditional county reports, have also been instituted. These new processes will continue to be used for updating the Dashboard with new data elements outlined in this letter.

DATA EXTRACTION

For the new data elements outlined in this letter, the CDSS Research, Automation, and Data Division (RADD) will extract data from the SAWS.

DATA REQUIREMENTS

The following individual-level data elements will provide information on students receiving CalFresh.

Application Data

- Application Disposition
- Application Source
- Denial Reasons
 - Procedural
 - Ineligible
- Inter-County Transfer
- Disability Status
- Other Student Exemption (to the extent they are available)
- Demographic Information
 - Written Language
 - Race/Ethnicity
 - Gender Identity
 - Age

Caseload Data

- Inter-County Transfer
- Disability Status
- Other Student Exemption (to the extent they are available)
- Demographic Information
 - Written Language
 - Race/Ethnicity

- Gender Identity
- Age

DATA DEFINITIONS

Application Disposition: Application disposition (approved, denied, or withdrawn) of new applications to CalFresh

Application Source: The means by which an application for CalFresh was submitted to the county (e.g., in person, online)

Denial Reasons: The primary reason for denial of a CalFresh application containing at least one student member. Denial reason categories primarily include “denied because determined ineligible” (i.e., excess income and/or resources) and “denied for procedural reasons” [i.e., failure to provide essential verification, failure to complete SAR (Semi-Annual Reporting) 7, or missed interview for Expedited Services (ES) applications etc.

Inter-County Transfer (ICT): Transfer of responsibility for a case from one county to another (i.e., household moves from one county to another)

Disability Status: Disability status of students receiving CalFresh (either continuing CalFresh or new applicants)

Other Student Exemption: Exemption status of students receiving CalFresh (either continuing CalFresh or new applicants)

Preferred Written Language: For CalFresh households containing at least one student, the head of household’s written language preference (either continuing CalFresh or new applicants)

Race/Ethnicity: Race/Ethnicity of students receiving CalFresh (either continuing CalFresh or new applicants)

Gender Identity: Gender identity of students receiving CalFresh (either continuing CalFresh or new applicants)

Age: Age of students receiving CalFresh (either continuing CalFresh or new applicants)

INITIAL REVIEW

Prior to the implementation date of January 1, 2024, CDSS will provide County Welfare Departments (CWDs) the opportunity to review county-specific data during the initial review period. CDSS will upload the initial report for all CalSAWS counties to the [Secured File Transfer](#) (SFT) site for CWD testing and validating.

For CalWIN counties that have not yet migrated over to CalSAWS, CDSS will upload the initial report after they migrate to CalSAWS, based on their migration schedule. CDSS will notify CWDs via email once the initial report has been uploaded to the SFT site. Once the initial review period is complete, CDSS will follow the monthly data review process outlined below.

MONTHLY DATA REVIEW

On a monthly basis, RADD will run the data query to extract individual level data on the first business day of the month. The data will then be aggregated to the county and state levels, reviewed for potential data discrepancies, analyzed, and then shared with CWDs via SFT site. The CWDs will then be notified by RADD via email to review the data for their county by accessing the SFT site. The CWDs will have ten business days to review data and notify RADD of any concerns. After ten business days, RADD will proceed to post the county-specific data elements described in this ACL to the public Dashboard. This process does not require CDSS to obtain from CWDs an active notice of permission to post data on the Dashboard after the ten-business day review period. This ACL also serves as evidence that if a CWD does not respond to CDSS within ten business days, the CWD has implicitly approved the public disclosure of its aggregated and de-identified data. Should a CWD respond with concerns about their data and these concerns cannot be resolved prior to the closure of the ten-business day review period, CDSS will work with the CWD to determine the best way to proceed on a case-by-case basis.

If you have any questions or need additional guidance regarding the information in this letter, contact the State and Federal Reporting Section at ADMCFQuery@dss.ca.gov.

Sincerely,

Original Document Signed By

RYAN GILLETTE, Chief Data Officer
Research, Automation, and Data Division